



## **NORTH CAROLINA**

Department of Transportation



# Construction Sites Update

Ellen Dickson

10/23/2018

# Agenda

- **Pay Records** Update
- 2018 Changes
- Future Changes



# 2018 Challenge

0282	7430000000-N	1722	HEAT SHRINK TUBING RETROFIT KIT	2pgs	EA		
			PRB 32			541.64	2,166.56
0283	7432000000-E	1722	2" RISER WITH HEAT SHRINK TUBING	2pgs	EA		
			PRB 32				
0284	7444000000-E	1725	INDUCTIVE LOOP SAWCUT	15pgs	4,025 LF	5.15	20,728.75
			PRB 32				
0285	7456000000-E	1726	LEAD-IN CABLE (*****)(14-2)	15pgs	5,425 LF	1.54	8,354.50
			PRB 32				

LC#132 GEOTEXTILE FOR DRAINAGE

STA	LENGTH	WIDTH	Aug. Width	Area
15+00	12.0	8.0	8.0	96.0
-	12.0	8.0	*	*
14+50	300.0	15.0	15.0	4,500.0
17+50	15.0	15.0	*	*
16+50	73.0	15.0	15.0	1,095.0
-	15.0	15.0	*	*
7+00	105.0	47.0	47.0	4,935.0
-	47.0	47.0	*	*

Page Total: 1,180.754

**Pay  
Record  
Books**

*Joint activity between  
SharePoint & HiCAMS*



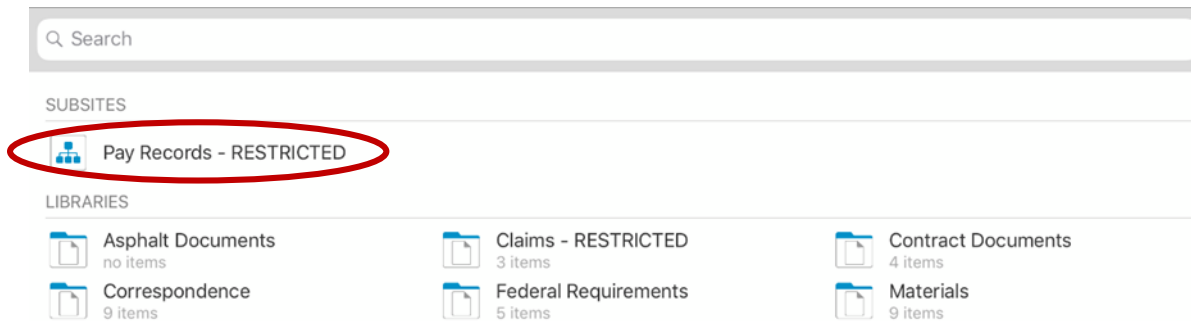
# Online Pay Records Overview

- A **Pay Records-RESTRICTED** subsite will be added to each Construction site, with a list for each project line code
- Users will enter pay records directly into the list for that line code
  - Users enter location & measurement info, as appropriate for line code
  - System performs all necessary calculations
- Resident offices will review and approve pay records in the same manner as they approve diaries
  - Selected management reports provided
- When a pay record is approved, it will **AUTOMATICALLY** be added into HiCAMS

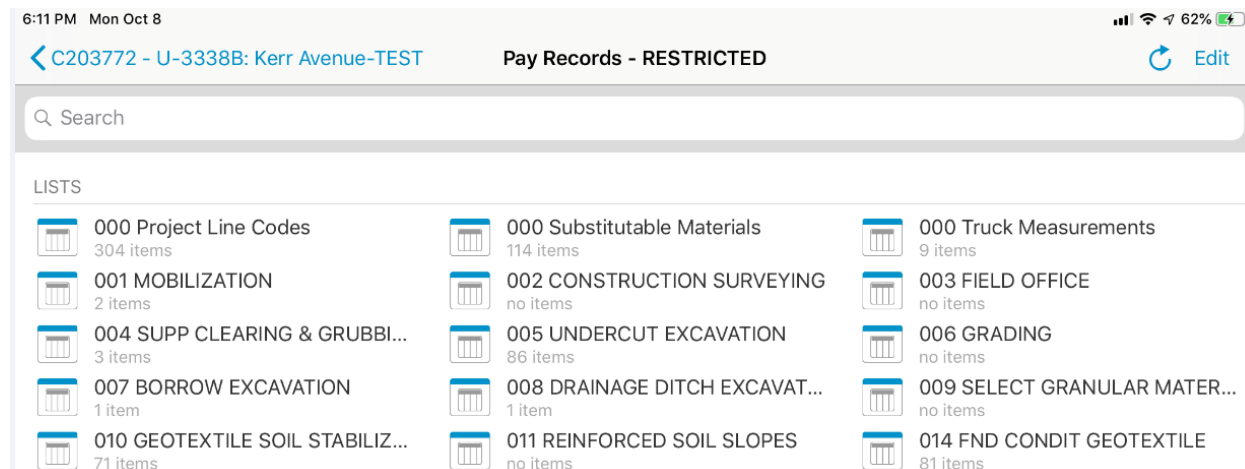




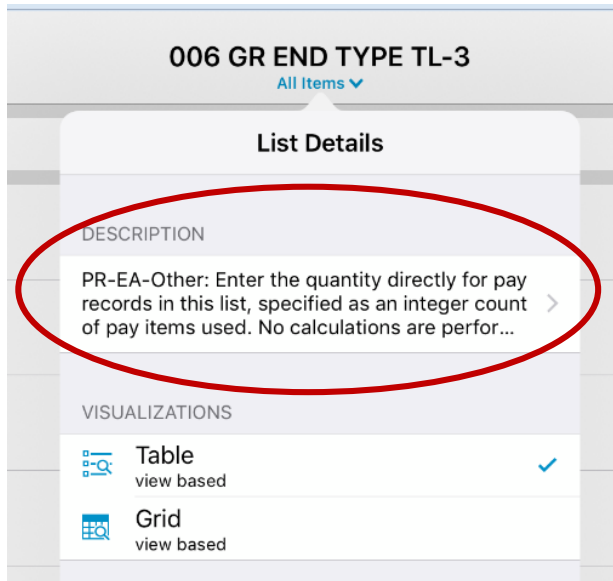
# iPad User View of Pay Records



Three control lists that start with 000 and then one list for each line code:

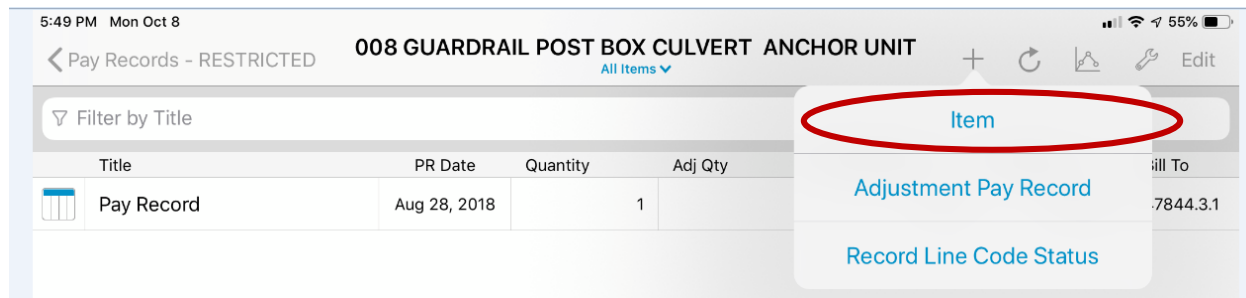


# iPad User View of Pay Records...



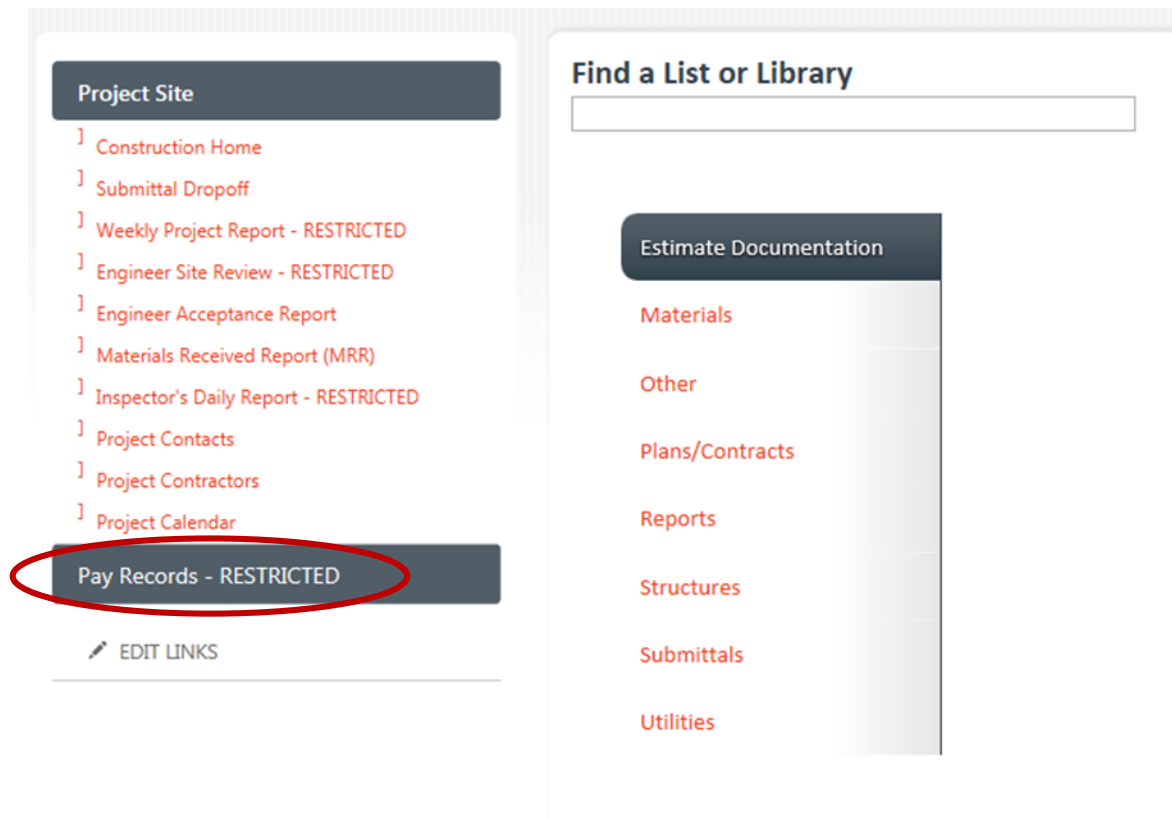
Description for each list identifies the pay record format used  
(there are 38 different ones!)  
and gives high level information on how it is used

Within each list, users add an Item to enter a Pay Record – similar function to all other lists in Construction sites:



# PC User View of Pay Records

Pay Records subsite is linked from left navigation within the Construction site:



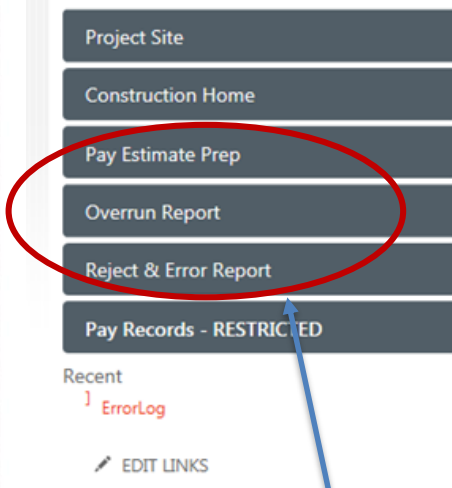
Use a browser other than IE for faster processing!

# PC User View of Pay Records...

## Pay Records - RESTRICTED ▶ Pay Records - RESTRICTED

Pay Records may be entered for every contract line code that has a list below. Line code lists will be named using the line code number and the description from the contract, for example 002 CONSTRUCTION SURVEYING. Each entry may be updated as needed until it is approved. On approval, the entry will automatically be sent to HiCAMS and locked against further changes. Items reported using ticket books will not have lists provided here. For more information, see <https://connect.ncdot.gov/site/construction/Help/PayRecordsOverview.pdf>.

H 4 Construction Projects Division 01 4 C203980 - U-4751: TEST 4 Pay Records - RESTRICTED



Reports available to assist in managing projects

### Pay Records Lists for C203980

- 000 Project Line Codes (420)
- 000 Substitutable Materials (200)
- 000 Truck Measurements (8)
- 001 MOBILIZATION (1)
- 002 CONSTRUCTION SURVEYING (0)
- 003 CLEARING & GRUBBING (0)
- 004 SUPP CLEARING & GRUBBING (0)
- 005 UNCLASSIFIED EXCAVATION (7)
- 006 REINF BRG APPR \*\*\*\*\* [(225+92.26 -L-)] (5)
- 007 REINF BRG APPR \*\*\*\*\* [(35+12.05 -Y8- RPDB)] (0)
- 008 REINF BRG APPR \*\*\*\*\* [(62+99.10 -L-)] (0)
- 009 UNDERCUT EXCAVATION (2)
- 010 BORROW EXCAVATION (4)

HiCAMS will write to and maintain the **Project Line Codes** and **Substitutable Materials** lists automatically, so they are Read Only for users.

Users will enter **Truck Measurements** if using Truck loads to measure excavation.

No lists created for Ticket Book items (TONS items other than fertilizer)

Each list shows the number of pay records inside it in parentheses.



# PC User View of Pay Records...

BROWSE ITEMS LIST

New Item New Folder View Item Edit Item Version History Shared With Delete Item Attach File Tags & Notes Workflows Approve/Reject

New Manage Actions Tags and Notes Workflows

Connect NCDOT  
BUSINESS PARTNER RESOURCES

Home Help Team Sites Site Map

Doing Business Bidding & Letting Projects Resources Local Governments

Search this site

## Pay Records - RESTRICTED ▶ 005 UNDERCUT EXCAVATION

PR-CY-Excavation: Enter measurements for average end area calculation OR specify aerial measurement results OR specify truck and number of loads. (If measuring by truck loads, record truck measurements first in 000 Truck Measurements.) See

<https://connect.ncdot.gov/resources/Specifications/Pages/2012StandSpecsMan.aspx?Order=SM-02-226>

List description gives name of template, overview of how to report pay records, and links to spec book.

H 4 Construction Projects Division 01 4 C203772 - U-3338B: Kerr Avenue-TEST 4 Pay Records - RESTRICTED

- Project Site
- Construction Home
- Pay Estimate Prep
- Overrun Report
- Reject & Error Report
- Pay Records - RESTRICTED

+ new item or edit this list

All Items Detail-Aerial Detail-AveEndArea ... Find an item SAVE THIS VIEW

✓ Title	PR Date	Quantity	Adj Qty	PR Unit Price	Amount	Bill To	Created By	Approval Status	PR Status
✓ Undercut Excavation	12/13/2017	81.778		\$40.00	\$3,271.12	34932.3.FD2	James T. Hardison	Pending	Pending
✓ Undercut Excavation	12/13/2017	81.778		\$40.00	\$3,271.12	34932.3.FD2	James T. Hardison	Pending	Pending
✓ Undercut Excavation	11/27/2017	41.481		\$40.00	\$1,659.24	34932.3.FD2	James T. Hardison	Pending	Pending

# Special Features

- Automatic reporting to HiCAMS
  - When approved, pay records will automatically go to HiCAMS. If successfully reported into HiCAMS, they will be Locked in SharePoint.
- Adjustment Pay Records
  - To change a locked pay record, an adjustment pay record can be added --- to adjust the quantity up or down or add comments.
- SPREAD
  - Spread pay record quantities across multiple funding sources
- Management reports
  - Pay Estimate Prep – get an idea of your estimate BEFORE approving into HiCAMS
  - Overrun report
  - Reject & Error report – pay records that need to be fixed
  - Pending report (soon) – pay records waiting on review & approval



# Special Features...

- Help Information
  - See new Pay Records section of [Construction Help](#)
  - Help for each pay record template (in progress) – ex. [PR-CY-Excavation](#)
  - Link to spec book put in the list description of each pay record list
- Useful reference info
  - 000 Project Line Codes lists the line codes in the contract and for each modification to the contract. It also includes the WBS, section #, pay item#, UOM, quantity, etc.
- Views in Pay record lists
  - Standard All items view
  - Detail view includes interim calculations
  - Status view shows results from HiCAMS
    - Approval Status – pending/approved/rejected
    - PR Status – pending/locked/error

## Pay Records Help

[Pay Records Overview](#)



[Help with PR-LS-All format Pay Records](#)



[Help with PR-DirectEntry format Pay Records](#)



[Help with PR-CY-Excavation format Pay Records](#)



[Help using the SPREAD feature in Pay Records](#)



[Help Recording Status for entire Line Code in Pay Records](#)



[Adjustment Pay Record Help Guide](#)



# Pay Records Status

- Initial pilots selected & implemented in **test** environment in **August**

Contract	Div	Contact	Avail to begin work	Test Site Built	Notes
C203772	03	Jason Rivenbark			Comparing to paper records-won't use online in production
C203980	03	Jason Rivenbark	8/6/2018	8/27/2018	
DM00254	13	Nathan Moneyham, Alan Stockton	8/20/2018	8/27/2018	
C204106	07	Stephen J Robinson	8/27/2018	9/12/2018	
C204099	05	James Nordan	5/15/2018	8/28/2018	
DE00241	05	Cameron Richards	11/19/2018		Not activated in HiCAMS yet
<del>DE00259</del>	05	Jeremy Warren	8/22/2018	8/29/2018	To be replaced by a different project

- More comprehensive testing with HiCAMS – **October**

# Pay Records Plans

- **Rollout** *October - December*

- Confirm SharePoint <-> HiCAMS interaction working correctly in non-production environment with real users (on pilot projects)
- Add Pay Records Subsite (but not pay records lists) to existing Production contracts
- Training sites will be set up in each division so all users can try it out
- Build Pay Records lists in pilot sites only in Production

- **Ramp Up** *thru spring/summer 2019*

- Gradually accept & build pay records lists for additional pilot projects as requested
- Pilot at least one Design Build project
- Residents are welcome to propose projects to include in the pilot
  - Email Ellen Dickson <ehdickson@ncdot.gov>

- **Stability** *TBD 2019 – Construction Unit decision*

- Trigger pay records lists to be built in all **new** Construction projects when they are activated in HiCAMS
- Pay records lists will be built in **existing** projects only on request



# 2018 Changes

- Asphalt Gauge Control Strip & Asphalt Gauge Test Section reports (MT514/515)
- Proof Rolling Daily Report
  - Renamed Soils List Forms list & made usability improvements
- Removed Check Out requirement for documents
- Library for each Resident office to use for their own documents
  - Available on Division page: within a project, click on **Construction Projects Division NN**
  - Select Resident office from left navigation

## Construction Projects Division 05 ▶

Home ▶ Construction Projects Division 05 ▶ C202813 - B-4697

Home ▶ Construction Projects Division 05

Home

Div 05 Inspector News

Aviation Pkwy RE Office

District Drive RE Office

Durham RE Office

Rogers View RE Office

Youngsville RE Office

Usage Assessment

Home

Construction Sites for Division 05

### Division 05 Sites

C202235 - B-4656

C202335 - B-4138

C202436 - B-3638

C202573 - B-4991

C202580 - B-4660

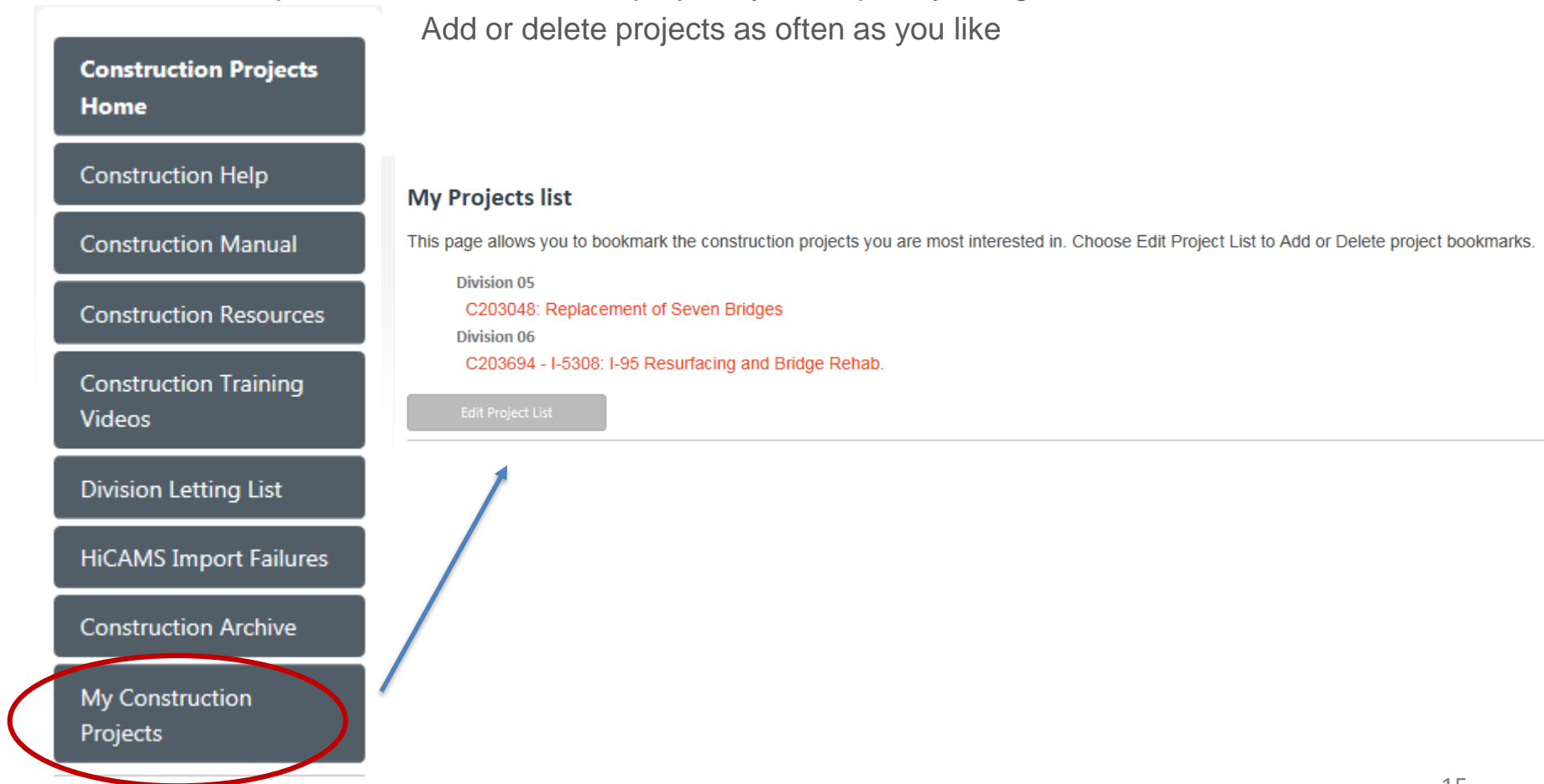
C202707

C202747 - B-4514

C202813 - B-4697

# 2018 Changes...

- My Construction Projects page
  - A user specific favorites list of the projects you frequently navigate to
  - Add or delete projects as often as you like



**Construction Projects Home**

Construction Help

Construction Manual

Construction Resources

Construction Training Videos

Division Letting List

HiCAMS Import Failures

Construction Archive

**My Construction Projects**

**My Projects list**

This page allows you to bookmark the construction projects you are most interested in. Choose Edit Project List to Add or Delete project bookmarks.

Division 05

**C203048: Replacement of Seven Bridges**

Division 06

**C203694 - I-95 Resurfacing and Bridge Rehab.**

Edit Project List

# 2018 Changes...

- Restricted deletion to prevent accidental loss of records (per Lamar's direction)
  - Diaries, MRR, Ticket Book Summaries, Payment Data
  - Only Resident/Administrator can delete. Users can email [ConstructionHelp@ncdot.gov](mailto:ConstructionHelp@ncdot.gov) for deletions.
- Minor user requested changes
  - Sample Book for inspectors
  - Pre-stressed Concrete and Structural Steel folders in Materials library
  - Additional standard folders in Correspondence library
  - MRR: Ability to note associated QC reports are in HiCAMS, and to mark MRRs that will not go into HiCAMS
  - Rename list to DBE CUF Assessment & add list description
- More consistency corrections & minor usability improvements
  - Ex. Removing Contract No. and TIP from fields to fill in
- More archiving of old projects

# Coming Soon

- Email Project Contacts
    - Select from Project Contacts list in project & start an email
  - Online NCR reports & tracking for Pre-stressed Concrete
  - File an email from Outlook directly into Correspondence library
- 
- Plans for 2019
    - Pay records enhancements & support
    - More M&T reports
    - Better overall Construction site organization & structure

